## CLASSIFICATION OF THE MEDICAL POSITIONS

#### UNDER THE

# MUNICIPAL CIVIL SERVICE OF THE CITY OF NEW YORK

#### AS RECOMMENDED BY

# THE PUBLIC HEALTH RELATIONS COMMITTEE OF THE NEW YORK ACADEMY OF MEDICINE

Some months ago the Public Health Relations Committee received a request from the Director of Examinations of the Municipal Civil Service Commission of New York City to investigate the present status of the medical service in the municipal departments, and to advise the Commission how this service might be reclassified to simplify procedure and to remove the difficulties which under the existing classification, the Commission has been experiencing in securing and retaining an adequate and satisfactory medical personnel for the several city departments in which the services of physicians are required. The Committee was requested to consider particularly the personnel needs of the various departments, the qualifications of the candidates for the various positions, the duties to be required of them, and the compensation to be paid.

Accordingly with the cooperation of the heads of the departments concerned a minute analysis of all the factors in the situation was made. In the following pages will be found the details of the classification which The New York Academy of Medicine through its Public Health Relations Committee has recommended for the favorable consideration of the city authorities.

Physicians are employed in twelve city departments, to wit: the Department of Health, the Department of Hospitals, the Police, Fire, and Street Cleaning Departments, the Municipal Civil Service Commission, the Department of Education, the Chief Medical Examiner's Office, the Department of Corrections, the Department of Public Welfare, the Children's Court, and the Law Department. The

classification affects approximately one thousand medical positions.

There have been included in the study three small groups composed of employees who are not physicians, but who are engaged in work closely related to medicine. These are the psychologists, laboratory technicians and assistants, and the clerks and statisticians in the Bureau of Medical Records and Vital Statistics of the Department of Health. These were included at the request of the Civil Service Commission because they are too few in numbers to be classified as separate groups and because it is to the advantage of the more strictly medical group to have their accessory groups also properly classified.

The personnel in each department has been divided into groups and each group has been subdivided into ranks. The groups designate the functions: the ranks reflect the differences in the character and responsibility of the work of the various employees, and represent the different pay levels

When duties are comparable similar qualifications and remuneration make it possible to interchange employees between departments. This is particularly applicable among the laboratory groups, the examining physicians, the medical inspectors, and the medical officers in the Police and Fire Departments.

The principle underlying the system of grading is that each employee should be encouraged in his work by an increment in salary each year for a limited period, up to the maximum for his rank, provided his work is satisfactory. Provision is also made for opportunity to rise to higher ranks, and for limitation of the length of service in the lower ranks.

In general the lower ranks are to be filled by recent graduates working on a part time basis at a moderate but not too meagre salary and appointed for a limited time (usually four years) on an annual renewal basis, subject to satisfactory service. It is hoped that this will make it possible to attract to civil service positions men and women of ability and character who will recognize in the service an opportunity to gain experience and at the same time to advance professionally in their private work. Such an arrangement can be worked out between the Municipal Civil Service Commission and the various administrative officers in the several departments.

The work of incumbents of positions in the lower ranks will be supervised by the permanent employees in the upper ranks, which constitute a framework of experienced officers who are to be responsible for the continuity and the maintenance of the standard of the work. The plan provides only for a comparatively limited number of such permanent officers, preferably those who rise from the ranks. The qualifications and remuneration suggested for the incumbents of these positions are consistent with their rank and responsibilities.

License to practice medicine is required in every position, the duties of which include the practice of medicine. It is the opinion of the Academy that the New York State license shall be specifically required only in such positions where the law or some particular circumstance makes it incumbent upon the candidate to have a New York State license, none other being accepted.

The Academy recommends that the classification shall apply to all new entrants to the service.

Present incumbents who have the requisite qualifications should not be required to submit to further examination, but shall make application to be included in the new classification, and upon submitting acceptable proof in terms of service and academic training shall be automatically retained in the appropriate groups and ranks.

Lacking requisite qualifications under the new classification, present incumbents shall be retained in their present positions but shall not be entitled to the increased pay and the advancement provided in the new classification. It is not intended that the adoption of this classification should result in the demotion or dismissal of any present incumbent of a position whose fulfillment of the duties of that position are satisfactory to the head of his department.

The classification is so constructed that it is possible within each department to add or eliminate groups or ranks as conditions may indicate. In the various new groups or ranks the standards established in terms of qualifications and salary for comparable duties and time required should be maintained.

The classification provides for certain positions which at present do not exist but which either immediate or future needs of the Departments will require. Likewise certain positions existing at present have not been included. This has been done because the classification has been based on the logical distribution of the work of the Departments and calls in these instances for a redistribution of the personnel concerned. For example, the present Assistant Sanitary Superintendents of the Department of Health and the Director of the Physiological Chemistry Laboratory of the Children's Court, are omitted.

In the case of the chemist in the Children's Court the Academy believes that since there is but one employee in the Physiological Chemistry Laboratory the title Director of Laboratory is a misnomer, and since it is doubtful that the exclusive services of a Physiological Chemist are warranted by the volume of work in this particular department, it would be more economical to have work of this nature done at an appropriate laboratory in one of the city hospitals. The present incumbent of the position might be transferred to such a laboratory where his services would be available to other Departments as well as to the Children's Court.

In the case of the two Assistant Sanitary Superintendents of the Department of Health who by provision of the Charter are acting as representatives of the Commissioner of Health in the various boroughs, the Academy believes

that when and if the Department of Health is reorganized by an amendment to the Charter or otherwise, the duties and qualifications of the sanitary officers may be changed. It might be advantageous to assign these duties to sanitary engineers, rather than to physicians.

The analysis of the civil service medical groups suggests the need of several studies in administrative practice and organization. Through reorganization in the various departments a considerable saving could no doubt be effected which might be applied to meeting some of the increases in pay recommended under this classification. In some of the departments certain members of the staff could be used to better advantage in other positions than they now occupy. In some instances physicians are doing work which should not be required of them or which could be just as well, if not better, carried on by employees of another type. The matter of duplication and waste of effort requires careful consideration. Some departments could with advantage eliminate certain employees, others are sorely in need of additional personnel.

It would appear that the system of medical expert service connected with the Comptroller's Office and the Law Department should be studied to determine the need of this type of service and the most satisfactory manner of providing for it.

The work of the Chief Medical Examiner's Office, the Children's Court Clinic, the proposed clinic for the Court of General Sessions, and the expert medical service connected with the Comptroller's Office and the Law Department should be made the subject of careful study with a view to the possible establishment of an Institute of Forensic Medicine in this city similar to those existing in European cities. When and if this is accomplished the personnel can be appropriately grouped and ranked in accordance with the new classification.

Slight variations with regard to the time required for the specified duties, the qualifications of incumbents, and the salaries may be necessary in some instances. These may be adjusted by changes, provided such adjustment does not entail any lowering of the standards recommended, nor interfere with the proper performance of the duties of the position.

## Section A-Department of Health

GROUP I—Clinics; Tuberculosis, Venereal, Baby Health Station activities, etc.

Rank 1. Physician; Clinic Service; Board of Health.

Rank 2. Physician (Senior); Clinic Service, Board of Health.

GROUP II—Medical Inspection.

Rank 1. Medical Inspector.

Rank 2. Medical Inspector (Senior).

Rank 3. Diagnostician.

Rank 4. a) Chief Medical Inspector.

b) General Director of Board of Health Clinics.

c) Chief Diagnostician.

Rank 5. Director of Bureau.

GROUP III—Bureau of Medical Records and Vital Statistics.

Rank 1. Medical Clerk.

Rank 2. Statistician.

Rank 3. Assistant Registrar of Medical Records and Vital Statistics.

Rank 4. Registrar of Medical Records and Vital Statistics.

GROUP IV-Bureau of Laboratories and Medical Research.

Rank 1. Laboratory Technician in Bacteriology, Pathology, Chemistry, etc.

Rank 2. Assistant Bacteriologist, Pathologist, Chemist, etc.

Rank 3. Bacteriologist, Pathologist, Chemist, etc.

Rank 4. Assistant Director of Laboratories and Medical Research.

Rank 5. General Director Bureau of Laboratories and Medical Research.

GROUP V-Public Health Education.

Rank 1. Assistant Director of Public Health Education.

Rank 2. Director of Public Health Education.

GROUP VI-Administrative.

Rank 1. Borough Chief.

Rank 2. Deputy Commissioner.

Rank 3. Commissioner of Health.

## Section A-Department of Health

#### GROUP I

CLINICS-TUBERCULOSIS, VENEREAL, BABY HEALTH STATION

### ACTIVITIES, ETC.

Rank 1. Physician; Clinic Service, Board of Health.

Duties: Appointees will be required to devote  $2\frac{1}{2}$  hours per clinic session to the work, usually 5 days per week. They will be assigned to the various clinics conducted by the Department of Health. They will assist under supervision, in the routine work of the clinics to which they are delegated.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital: license to practice medicine in the State of New York.

Salary: Services will be remunerated at the rate of \$5 per clinic session. Tenure will be limited to not more than 3 years. Candidates will be appointed for only one year at a time, annual reappointments being subject to satisfactory service.

Non-competitive; appointive; limited tenure for not more than 3 years; part time.

Rank 2. Physician (senior); Clinic Service, Board of Health.

Duties: Appointees will be required to devote 2½ hours per clinic session to the work usually 5 days per week. They will be assigned to the various clinics conducted by the Department of Health and will be responsible for the examination and treatment of patients in these clinics. They will supervise the work of their co-workers who are Physicians of Rank 1.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in the State of New York; at least two years' experience in the field in which the candidate seeks appointment. All or part of this experience may have been gained in Group I, Rank 1.

Salary: Remuneration will be at the rate of \$10 per clinic session. Tenure will be limited to not more than 3 years. Candidates will be appointed for only one year at a time, annual reappointments being subject to satisfactory service.

Non-competitive; appointive; limited tenure for not more than 3 years; part time.

#### GROUP II

#### MEDICAL INSPECTION

## Rank 1. Medical Inspector.

Duties: Appointees will be required to devote 3½ hours daily to the work. They will be assigned mainly to the Bureau of Child Hygiene and to the Bureau of Preventable Diseases of the Department of Health and will perform the routine work of these departments under supervision.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in the State of New York. Preference will be given to candidates who have had training in a hospital for contagious diseases. Candidates must not be more than 30 years of age at time of appointment.

Salary: Minimum \$2160; annual increase \$100 for 3 years; maximum \$2460.

Tenure will be limited to not more than 4 years. Candidates will be appointed for only one year at a time, annual reappointment being subject to satisfactory service.

Non-competitive; appointive; limited tenure for not more than 4 years; part time.

# Rank 2. Medical Inspector (Senior).

Duties: Appointees will be required to devote 3½ hours daily to the work. They will be assigned mainly to the Bureau of Child Hygiene and to the Bureau of Preventable Diseases of the Department of Health and will be responsible for the examination of children and adults to whom the services of these departments are extended. They will supervise the work of those of their co-workers who are of Rank 1.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in the State of New York; at least 2 years' experience in the field in which the candidate seeks appointment, all or part of which may have been gained in Group II, Rank 1. Not more than 35 years of age at time of appointment. Preference will be given to candidates with experience in a contagious disease hospital.

Salary: Minimum \$2760; annual increase \$250 for 3 years; maximum \$3510.

Tenure will be limited to not more than 4 years. Candidates will be appointed for only one year at a time, annual reappointments being subject to satisfactory service.

Non-competitive; appointive; limited tenure for not more than 4 years; part time.

## Rank 3. Diagnostician.

Duties: Appointees will be on call in connection with the diagnostic service maintained by the Bureau of Preventable Diseases of the Department of Health, particularly in relation to the removal of patients from their homes to the contagious disease hospitals, and the consultation service for private practitioners.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; one year experience in a contagious disease hospital.

Salary: Minimum \$3000; annual increase \$200 for 5 years; maximum \$4000.

Competitive; unlimited tenure; on call.

- Rank 4. a) Chief Medical Inspector.
  - b) General Director of Board of Health Clinics.
  - c) Chief Diagnostician.
  - Duties: a) Chief Medical Inspectors will be required to devote half time to the work. They will be assigned mainly to the Bureau of Child Hygiene and to the Bureau of Preventable Diseases of the Department of Health to direct the work in a borough or other large sub-division of the activities of the Bureau.
    - b) The General Director of Clinics will devote half time to the work. He will direct the work of all the clinics of the Depart-

ment of Health or as the work develops so as to demand the services of more than one director, all of the work of a particular group of clinics such as the Tuberculosis group, the Venereal Disease group or the Baby Health Station group.

- c) The Chief Diagnostician will devote the equivalent of half time to the work. He will supervise the work of diagnosticians of Rank 3 and act as consultant to this group.
- Qualifications: a) Graduation with M.D. degree from an approved medical school; one year internship; license to practice medicine in the State of New York; at least 3 years experience in the performance of duties comparable to those of Group II, Rank 2, in the field in which the candidate seeks appointment.
  - b) In the case of General Director of Clinics, the candidate's 3 years' experience must have been in the performance of duties equivalent to those of Group I, Rank 2 in the field in which he seeks appointment. Other requirements the same as for Chief Medical Inspector.
  - c) The Chief Diagnostician must be a graduate with an M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in the State of New York and at least 2 years experience in the capacity of diagnostician at the level of Group II, Rank 3 or the equivalent.

Salary: Minimum \$4000; annual increase \$200 for 5 years; maximum \$5000.

Competitive; unlimited tenure; half time.

#### Rank 5. Director of Bureau

Duties: Appointees will be required to devote full time to the work. They will direct all the work of a Bureau of the Department of Health such as the Bureau of Child Hygiene or the Bureau of Preventable Diseases.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship; license to practice medicine; at least 9 years experience in the field in which the candidate seeks appointment. Preference will be given to candidates who have risen from the ranks of the Department, particularly those who have served at the level of Group II, Rank 4 of the department in which he seeks appointment.

Salary: Minimum \$8500; annual increase \$300 for 5 years; maximum \$10,000.

Competitive; unlimited tenure; full time.

#### **GROUP III**

MEDICAL RECORDS AND VITAL STATISTICS.

## Rank1. Medical Clerk\*

Duties: Appointees will devote 5 hours per day or night to the work. They will be assigned to the Bureau of Records of the Department of Health to issue burial certificates and to examine certificates of death for the purpose of passing upon the sufficiency of statements of the causes of death appearing thereon and of detecting evidence of unreported communicable diseases.

Qualifications: Graduation with M.D. degree from an approved medical school. Candidates must be familiar with the international classification of the causes of death.

Salary: Minimum \$2400; annual increase \$200 for 3 years; maximum \$3000.

Competitive; unlimited tenure; 5 hours duty day or night.

#### Rank 2. Statistician.

Duties: Appointees will devote full time to the work. They will be assigned to the Bureau of Records and Vital Statistics of the Board of Health. Statisticians in this department will prepare tables and charts on Vital Statistics and make studies based theron.

Qualifications: Candidates must be graduates from an approved college with a B.S., B.A. or equivalent degree, and in addition must have had at least one year of graduate work including statistical theory at an approved university or 2 years experience in statistical work. Those having the degree of Dr. P.H. will be given preference.

Salary: Minimum \$3000; annual increase \$300 for 5 years; maximum \$4500.

\*When and if the Department of Health is reorganized these may be replaced by lay clerks, an additional assistant registrar of records being appointed to make it possible for a physician to be always on hand to supervise this work.

Competitive; unlimited tenure; full time.

Rank 3. Assistant Registrar of Medical Records and Vital Statistics.

Duties: Appointees will devote full time to the work. Assistant Registrars of Medical Records and Vital Statistics are in charge of the recording of births, deaths and marriages in the various boroughs of the City.

Qualifications: Graduation with M.D. degree from an approved medical school; at least 3 years experience as medical clerks or the equivalent. Preference will be given to those who have had statistical experience.

Salary: Minimum \$5000; annual increase \$200 for 5 years; maximum \$6000.

Competitive; unlimited tenure; full time service.

Rank 4. Registrar of Medical Records and Vital Statistics.

Duties: Appointee will devote full time to the work. He will direct all the activities of the Bureau of Medical Records and Vital Statistics of the Department of Health.

Qualifications: Graduation with M.D. degree from an approved medical school; at least 5 years experience in the capacity of Group III, Rank 3, or the equivalent.

Salary: Minimum \$8500; annual increase \$300 for 5 years; maximum \$10,000.

Competitive; unlimited tenure; full time.

#### GROUP IV

DEPARTMENT OF LABORATORIES AND MEDICAL RESEARCH

Rank 1. Laboratory Technician in Bacteriology, Pathology, Chemistry, etc.

Duties: Appointees will devote full time to the work. They will act as helpers in the routine work of the laboratory.

Qualifications: High School graduation or the equivalent with science courses which have included laboratory work.

Salary: Minimum \$1260; annual increase \$180 for 5 years; maximum \$2160.

Competitive; unlimited tenure; full time.

Rank 2. Assistant Bacteriologist, Assistant Pathologist, Assistant Chemist, etc.

Duties: Appointees will be required to devote full time to the work. They must be capable of working with comparatively little supervision in the performance of routine laboratory work of a comparatively high order and involving considerable responsibility.

Qualifications: Graduation from an approved college with a B.A. or B.S. degree or equivalent, and 1 year experience in a recognized laboratory or 1 year graduate work at a recognized university in the special field in which the candidate seeks appointment; or graduation from High School and 5 years experience in a recognized laboratory.

Salary: Minimum \$2460; annual increase \$300 for 5 years; maximum \$3960.

Competitive; unlimited tenure; full time.

Rank 3. Bacteriologist, Pathologist, Chemist, etc.

Duties: Appointees will devote at least 30 hours per week to the work. They will be on special hours where practicable. They must be capable of doing research work in the given field and of carrying on with comparatively little supervision routine laboratory work of a high order involving considerable responsibility.

Qualifications: Graduation with M.D. degree from an approved medical school, or graduation with an advanced degree such as M.S. or D.Sc. or Ph.D., from an approved university, and in the field in which appointment is sought. In addition 1 year internship in an approved hospital, or 1 year satisfactory laboratory experience in the given field.

Salary: Minimum \$3500; annual increase \$300 for 5 years; maximum \$5000.

Competitive; unlimited tenure; 30 hour schedule.

Rank 4. Assistant Director of Laboratories and Medical Research

Duties: Appointees will devote at least 30 hours per week to the work. They will be on special hours where practicable. They will be in responsible charge of a division of the laboratory or of a given piece of research.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital, or the equivalent; at least 5 years experience at the level of Rank 3, Group IV or the equivalent.

Salary: Minimum \$5000; annual increase \$300 for 5 years; maximum \$6500.

Competitive; unlimited tenure; 30 hour schedule.

Rank 5. Director of Department of Laboratories and Medical Research.

Duties: To be in responsible charge of the Division of Laboratories and Research of the Department of Health. Appointee will devote full time to the work.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital, or the equivalent; at least 5 years experience at the level of Group IV, Rank 4, or the equivalent.

Salary: Minimum \$8500; annual increase \$300 for 5 years; maximum \$10,000.

Competitive; unlimited tenure; full time.

#### GROUP V

## PUBLIC HEALTH EDUCATION

#### Rank 1. Assistant Director of Public Health Education.

Duties: Appointees will devote not less than 30 hours per week to the work. They will assist in the preparation and editing of both popular and scientific bulletins and reports dealing with public health matters including the regular health publications of the Department of Health and in the other activities of the department in disseminating public health information.

Qualifications: The degree of Dr. P.H. from an institution of recognized standing, or at least 3 years experience in the Public Health field which will particularly qualify the candidate for the work, or other qualifications which will particularly fit the candidate for the work; and literary ability as evidenced by published theses, etc.

Salary: Minimum \$5000; annual increase \$300 for 5 years; maximum \$6500.

Competitive; unlimited tenure; 30 hour schedule.

Rank 2. Director of Public Health Education.

Duties: Appointee will devote full time to the work. He will direct the activities of the Bureau of Public Health Education of the Department of Health.

Qualifications: Graduation with M.D. degree from an approved medical school such as will entitle the holder thereof to examination for license to practice medicine in the State of New York and in addition the candidate shall have been engaged in public health work for at least 5 years; must have literary ability as evidenced by publication of theses, etc. Experience in editorial work will receive additional recognition.

Salary: Minimum \$8500; annual increase \$300 for 5 years; maximum \$10,000.

Competitive; unlimited tenure; full time.

#### **GROUP VI**

#### Administrative

## Rank 1. Borough Chief\*

Duties: Appointees will devote full time to the work. They will act as general directors of all the work in the various boroughs of the City, one director being assigned to each of the larger boroughs. In the case of the smaller boroughs one director will be assigned to each and given additional administrative work of some other nature in the Department of Health to make his work comparable to that of the director of the larger boroughs; or to even up the work, the director of a smaller borough will be in charge of all or part of the work in more than one borough.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital;

<sup>\*</sup> Proposed positions. At present Assistant Sanitary Superintendents are doing this work.

license to practice medicine in the State of New York; at least 5 years experience in a capacity equivalent to that of Group II, Rank 4a, 4b or 5.

Salary: Minimum \$9,000; increases to be determined by the Board of Estimate.

Competitive; unlimited tenure; full time.

## Rank 2. Deputy Commissioner.

Duties: To assist the Commissioner in the administrative work of the Department.

Salary: \$12,000 (suggested); full time; appointive; not a Civil Service position.

## Rank 3. Commissioner of Health.

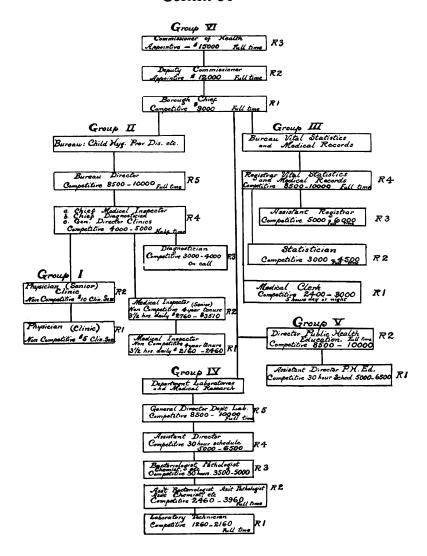
Salary: \$15,000; (suggested) full time; appointive; not a Civil Service position.

# DEPARTMENT OF HEALTH

## SECTION A

G. R.	Title	New Salary	Approx. Old Salary
I 1.	Physician: Clinic	\$5 per Session 21/2 hrs.	\$5 per Sess. & 400-966
		(5 days per week)	P. T.
2.	Physician (Sr.)	\$10 per Session 2½ hrs.	1400-1767 P. T. 21/2 hrs.
	Clinic	(3 days per week)	
II 1.	Medical Inspector	2160-2460 (3½ hrs. daily)	1340-2160 P. T.
2.		2760-3510 (3½ hrs. daily)	
			Admin. cap.
3.	Diagnostician	3000-4000 (on call)	1340-2328
4a.	Chief Med. Insp.	4000-5000 (half Time)	1708-5500 some P. T.; some F. T.
b.	Gen. Dir. Clinics	" " (on call)	4000 (formerly; none at present)
c.	Chief Diagnos.	" " (half time)	new
5.	Direc. of Bureau	8500-10000 (F. T.)	5000-7500 full time
III 1.	Clerk	2400-3000 (5 hrs.)	1560-2217
2.	Statistician	3000-4500 non Med., F. T.	3000
3.		5000-6000 full time	3500
	R. & V. Stat.	0.00 .000	
4.	Registrar Med. R. & V. Stat.	8500-10000 full time	6000
IV 1.	Lab. Technician	1260-2160 full time	1020-1200 (Hosp. helper?)
2.	Asst. Bact.;		
	Path.; Chem., etc.	2460-3960 full time	1400-3500 some P. T.;
			some F. T.; some Med.;
	Dark Dark	0t00 t000 . I T . I 00 T	some non-M.
3.	Bact.; Path.; Chem., etc.	3500-5000 at least 30 hrs. per week	some F. T.; some Med.;
	Chem., etc.	per week	some r. 1.; some Med.;
4.	Asst. Direct.		Some non-M.
	Laboratories	5000-6500 30 hr. sched.	3400-4500 (special hrs.)
5.	Direc. Bur., Lab.		(1
	and Res.	8500-10000 full time	6500 (special hrs.)
V 1.	Asst. to Dir. Pub.	5000-6500 at least 30 hrs.	none at present
	H. Educ.		none at present
2.	Direc. Pub. H.	8500-10000 full time	7500 (full time)
	Educ.		•
VI 1.	Borough Chief	9000 full time	4250-5000 (Asst. San
	Ŭ		Chiefs; full time)
2.	Deputy Commis.	12000 full time	7000
3.	Commissioner	15000 full time	10000

# Department of Health Section A.



## Section B—Department of Hospitals.

#### GROUP I-General Service.

- Rank1. Physician; Out-Patient Department.
- Rank 2. Physician (Senior); Out-Patient Department.
- Rank 3. a) Resident; b) Anaesthetist.
- Rank 4. Admitting Physician.
- Rank 5. Resident (Senior) or Physician in Charge.

## GROUP II-Specialized Service.

- a) Psychiatric; b) Alcoholic; c) Drug Addict; d) Mental Defective.
- Rank 1. (a) Assistant Psychiatrist; b) Assistant Physician, Mental Defective, Drug Addict and Alcoholic Services.
- Rank 2. (a) Psychiatrist; b) Physician, Mental Defective, Drug Addict and Alcoholic Services.
- Rank 3. General Director; Psychiatric, Mental Defective, Drug
  Addict and Alcoholic Services.

## GROUP III-Psychologists.

- Rank 1. Laboratory Assistant in Clinical Psychology.
- Rank 2. Clinical Psychologist.
- Rank 3. General Director of Psychological Laboratories.

#### Group IV—Examiners of Mental Defect.

- Rank 1. Examiner of Mental Defect; Psychologist.
- Rank 2. Examiner of Mental Defect; Physician.

## GROUP V-Department of Laboratories and Research.

- Rank 1. Laboratory Technician in Bacteriology, Pathology, Chemistry, Serology, Roentgenology, etc.
- Rank 2. Assistant Bacteriologist, Assistant Serologist, Assistant Pathologist, Assistant Roentgenologist, Assistant Chemist, Radium Technician, etc.
- Rank 3. Bacteriologist, Serologist, Pathologist, Roentgenologist, Radiologist, Chemist, Electrocardiographer, etc.
- Rank 4. Director of Laboratory.
- Rank 5. General Director of Laboratories.

## GROUP VI-Medical Investigations.

Rank 1. Special Medical Investigator.

GROUP VII—Administrative.

- Rank 1. Assistant Medical Superintendent.
- Rank 2. Medical Superintendent.
  - (a) 400 beds.
  - (b) 400-1000 beds.
  - (c) Over 1000 beds.
- Rank 3. General Medical Superintendent.
- Rank 4. Deputy Commissioner.
- Rank 5. Commissioner of Hospitals.

#### GROUP I

#### GENERAL SERVICE

## Rank 1. Physician; Out-Patient Department.

Duties: Appointees will devote two and one half hours per clinic session, three days per week to the work. They will be assigned to the out-patient departments of the various hospitals and will assist under supervision in the general routine of the examination and treatment of patients in the departments to which they are assigned.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in the State of New York.

Salary: Services will be renumerated at the rate of \$5 per clinic session. Tenure will be limited to not more than three years. Candidates will be appointed for only one year at a time, annual renewals being subject to satisfactory service.

Non-competitive; appointive; tenure limited to three years; non-resident; no maintenance.

## Rank 2. Physician (senior); Out-patient Department.

Duties: Appointees will be required to devote two and one-half hours per clinic session, three days per week to the work. They will be assigned to the out-patient departments of the various hospitals and will be responsible for the examination and treatment of patients in the departments to which they are assigned. They will supervise the work of their co-workers who are physicians of Rank 1.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in the State of New York and at least two years' experience at the level of Group I, Rank 1 or the equivalent.

Salary: \$10 per clinic session. Tenure will be limited to not more than three years. Candidates will be appointed for only one year at a time, annual reappointments being subject to satisfactory service.

Non-competitive; appointive; tenure limited to three years; non-resident; no maintenance.

## Rank 3. (a) Resident.

Duties: To examine and treat patients in hospital wards and institutions under supervision; full time.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine.

Salary: Minimum \$1560; annual increase \$200 for 3 years; maximum \$2160. Resident; with maintenance. Tenure will be limited to not more than four years. Candidates will be appointed for only one year at a time, reappointments being subject to satisfactory service.

Non-competitive; appointive; tenure limited to four years, resident; full time with maintenance.

- (b) Anaesthetist (1) Resident (2) Resident on call
- (3) Non-resident on call.

Duties: (1) Resident—to be on full time duty for the administration of anaesthetics in hospitals.

- (2) Resident on call—to be in residence, on call for the administration of anaesthetics in a hospital where the use of part time anaesthetists rather than anaesthetists on full time is more practical, or where full time services of an anaesthetist are not required or where the services of part time anaesthetists are necessary to supplement full time services.
- (3) Non-resident on call—to be on call as the needs of the hospital require for the administration of anaesthetics.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital

with experience in the administration of anaesthetics. License to practice medicine.

- Salary: (1) Resident—full time. Minimum \$1560; annual increase \$200 for 3 years; maximum \$2160; with maintenance.
  - (2) Resident—on call \$720; with maintenance.
  - (3) Non-resident on call \$960; without maintenance.

Non-competitive; appointive; unlimited tenure.

- (1 and 2) Resident with maintenance.
- (3) Non-resident; no maintenance.

Note: Some provision should be made to make it possible to make use of nurse anaesthetists when medical anaesthetists are not available. Supply very limited.

Rank 4. Admitting Physician.

Duties: To be responsible for the examination of patients upon admission to hospitals. Appointees will devote six hours daily to the work.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital or the equivalent.

Salary: Minimum \$2460; annual increase \$180 for 3 years; maximum \$3000; without maintenance. Tenure will be limited to not more than four years. Candidates will be appointed for only one year at a time; annual reappointments being subject to satisfactory service.

Competitive; appointive; limited tenure 4 years; non-resident; without maintenance; six hour service.

Rank 5. Resident (Senior) or Physician in Charge.

Duties: To be responsible for the examination and treatment of patients in hospitals and institutions; to supervise the work of residents of Rank 3 (a), acting in the capacity of chief of the resident medical staff. Full time service.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine; at least three years experience in Group I, Rank 3 (a) or the equivalent.

Salary: Minimum \$3500; annual increase \$300 for 5 years; maximum \$5000 with maintenance.

Competitive; full time; resident; with maintenance.

#### GROUP II

#### SPECIALIZED SERVICE\*

Psychiatric, Mental Defective, Alcoholic and Drug Addict Service.

- Pank 1. (a) Assistant Psychitarist.
  - (b) Assistant Physician; Drug Addict; Alchoholic, and Mental Defective Service.
  - Duties: Appointees will devote full time to the work. They will be assigned to the City hospitals for the care and treatment of the mentally abnormal, drug addicts or alcoholics where they will examine and treat under supervision, the patients in these institutions.
  - Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital and in addition one year experience in the examination and treatment of the particular type of patient with which the candidate will be concerned; license to practice medicine.
  - Salary: Minimum \$2760; annual increase \$200 for 3 years; maximum \$3360; tenure will be limited to not more than 4 years. Candidates will be appointed for only one year at a time, annual reappointments being subject to satisfactory service; less \$500 if resident.

Non-competitive; appointive; tenure limited to 4 years; with or without maintenance.

- Rank 2. (a) Psychiatrist.
  - (b) Physician Drug Addict, Alcoholic and Mental Defective Service.
  - Duties: Appointees will devote full time to the work. They will be responsible for the examination and treatment of patients in hospitals and institutions for the mentally abnormal, alcoholic or drug addicts. They will supervise the work of resident or extern assistants of Group II, Rank 1. They must also perform the duties of examiners in lunacy in the case of insane patients for whom legal commitment is necessary.
- \*At present the Psychiatric Service is the only specialized service included under the Civil Service. As the work of the Department of Hospitals becomes further organized, other specialized services may be added to this Group and the same principles of classification may be applied to them.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in the State of New York; registered as Examiner in Lunacy; at least 3 years experience in the examination and treatment of patients of the type with which the candidate will be concerned all or part of which may have been gained in Group II, Rank 1.

Salary: Minimum \$4,500; annual increase \$300 for 5 years; maximum \$6000; less \$500 if resident.

Competitive; unlimited tenure; full time; with or without maintenance.

Rank 3. General Director of Psychiatric, Mental Defective, Drug
Addict and Alcoholic Services.

Duties: To direct throughout the City the work in the field of Psychiatry, Mental Deficiency, Drug Addiction and Alcoholism, carried on by the Department of Hospitals. Appointee must devote at least thirty hours per week to the work.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in the State of New York; certification as Examiner in Lunacy. In addition at least 5 years experience in the special field at the level of Group II, Rank 2, or the equivalent. Preference will be given to candidates who have risen from the ranks of the department.

Salary: Minimum \$6,000; annual increase \$250 for 5 years; maximum \$7250; without maintenance.

Competitive; 30 hour schedule; unlimited tenure; no maintenance.

## **GROUP III**

#### PSYCHOLOGISTS

Rank 1.\* Laboratory Assistant in Clinical Psychology.

Duties: Appointees will be assigned to psychological laboratories or to psychiatric departments when one or more Psychologists of Rank 2 are employed who will supervise the work of these laboratory assistants. Psychologists of Rank 1 will assist under

\*New rank for purpose of training personnel in this field; should not be employed unless supervised by Psychologists of Rank 2.

supervision in the routine psychological examination of patients in or candidates for admission to hospitals or other institutions for the feebleminded and insane; delinquent children or adults assigned by the courts or other agencies, for examination and recommendation as to treatment; adults and children who present various behavior problems other than delinquency. Half time service is required.

Qualifications: Graduation from an approved college with B.A. or B.S. degree, with a major or the equivalent in Psychology including laboratory work in Psychology and in addition 1 year experience in mental testing; or the B.A. degree and 1 year of graduate work in Psychology at a recognized university, including courses in mental testing. Candidates must be skillful in the administration of the standardized mental tests in common use in this work. Preference will be given to candidates with an M.A. degree in Psychology.

Salary: Minimum \$1860; annual increase \$200 for 3 years; maximum \$2460. Tenure will be limited to not more than 4 years. Appointments will be made for only one year at a time, annual reappointments being subject to satisfactory service.

Competitive; half time; tenure limited to 4 years; no maintenance.

# Rank 2.\* Clinical Psychologist.

Duties: Appointees will be assigned to the various psychological laboratories or psychiatric departments where the services of a Psychologist are needed to make psychological examinations of inmates of and candidates for admission to institutions and hospitals for the insane and feebleminded and of delinquent children and adults who present various behavior problems. Candidates will be responsible for the results of such examinations and will supervise the work of any Psychologists of Rank 1 who may be co-workers in the department. Where only one Psychologist is employed a Psychologist of Rank 2 will be assigned to the work. Appointees will act as examiners of mental de-

<sup>\*</sup>These will as at present constitute the frame work of the permanent staff. There should be at least one such appointee in each psychological laboratory to supervise the work of psychologists of Rank 1, and to be responsible for signing commitments, etc.; the senior if there are more than one of Rank 2 may act as director of the laboratory.

fect in connection with commitments to institutions for the feebleminded.

Qualifications: B.A. or B.S. or equivalent degree from an accredited college; 2 years graduate work in Psychology at an accredited university including work in Clinical Psychology, and in addition three years' experience as a Psychologist at the level of rank 1 or the equivalent in a psychiatric clinic or hospital for the insane, feebleminded or otherwise mentally abnormal, including experience with children or adults who present behavior problems. Registration as Examiner of Mental Defect; must be expert in the administration of the standardized mental tests in common use in this work. Preference given to candidates with the Ph.D. degree in Psychology.

Salary: Half time: minimum \$2460; annual increase \$225 for 5 years; maximum \$3585.

Full time: minimum \$4000; annual increase \$200 for 5 years; maximum \$5000; less \$500 if resident.

Half time or full time; competitive; without or with maintenance; unlimited tenure.

## Rank 3. General Director Psychological Laboratories\*

Duties: To direct and develop the work of all the psychological laboratories in the department. To conduct research in Clinical psychology. Appointees will be expected to devote at least 30 hours a week to the work.

Qualifications: Ph.D. degree in psychology from an accredited university; certification as Examiner of Mental Defect; at least five years experience in Clinical Psychology at the level of Group III, Rank 2 or the equivalent. Or the M.A. degree in

\*One such position might very well be created at the present time to properly organize and develop the work in this field throughout the City, particularly in the Department of Hospitals. As the work develops in other departments, a director for all the psychological laboratories in each department might be appointed. The General Director of Psychological Laboratories will direct and develop the work of the Psychological Laboratories, but will in turn be responsible to the General Director of Psychiatric Services. The proper development of the Psychological Laboratories calls for a highly trained personnel and should furnish for Psychiatry a specialized laboratory service comparable to other specialized laboratory services in other branches of medicine. At present there is no adequate provision for the full development of such a service.

Psychology and ten years experience at the level of Group III, Rank 2 or the equivalent. Preference will be given to the candidate with the Ph.D. degree in Psychology.

Salary: Minimum \$5000; annual increase \$200 for 5 years; maximum \$6000; no maintenance.

Competitive; unlimited tenure; 30 hour schedule.

#### GROUP IV

#### Examiners of Mental Defect

Rank 1. Examiner of Mental Defect-Psychologist.

Duties: Appointees will devote half time to the work. They will examine candidates for admission to institutions for the feebleminded and sign the necessary commitment papers.

Qualifications: B.A. or B.S. degree from an accredited college and in addition two years' graduate work in Psychology at an accredited university including work in Clinical Psychology, and in addition three years' experience as psychologist in a psychiatric clinic or hospital for the insane, feebleminded or otherwise mentally abnormal. Registration as examiner of mental defect; must be expert in the administration of the standardized mental tests in common use in this work. Preference given to candidates having the Ph.D. degree in Psychology.

Salary: Minimum \$2460; annual increase \$225 for 5 years; maximum \$3585.

Half time; competitive; unlimited tenure; without maintenance. Rank 2. (a) Examiner of Mental Defect—Physician.

Duties: Appointees will devote half time to the work. They will examine candidates for admission to institutions for the feeble-minded and will sign the necessary commitment papers.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in the State of New York. In addition three years experience in a clinic, hospital or institution for the treatment of the mentally abnormal, including experience with the feebleminded. Certification as Examiner of Mental Defect in accordance with the Mental Hygiene Law, Section 19, Article 2.

Salary; Minimum \$2760; annual increase \$240 for 5 years; maximum \$3960; no maintenance.

Competitive; half time; unlimited tenure; without maintenance.

#### GROUP V

## LABORATORIES AND RESEARCH

Rank 1. Laboratory technician in Bacteriology, Pathology, Serology, Chemistry, Roentgenology, etc.

Duties: Appointees will devote full time to the work. They will act as helpers in the routine work of the laboratory.

Qualifications: High School graduation or the equivalent with science courses which have included laboratory work.

Salary: Minimum \$1260; annual increase \$180 for 5 years; maximum \$2160.

Competitive; unlimited tenure; full time; no maintenance.

Rank 2. Assistant Bacteriologist.

Assistant Pathologist.
Assistant Roentgenologist.
Assistant Radiologist.
Radium Technician
Assistant Serologist.
Assistant Chemist, etc.

Duties: Appointees will be required to devote full time to the work. They must be capable of working with comparatively little supervision in the performance of routine laboratory work of a comparatively high order and involving considerable responsibility.

Qualifications: Graduation with a B.A., B.S. or equivalent degree from an approved college and one year experience in a recognized laboratory, or one year graduate work in the special field in which the candidate seeks appointments. Or graduation from High School and 5 years experience in a recognized laboratory.

Salary: Minimum \$2460; annual increase \$300 for 5 years; maximum \$3960.

Competitive; unlimited tenure; full time; no maintenance.

## Rank 3. Bacteriologist.

Roentgenologist.

Pathologist.

Chemist.

Physicist.

Radiologist.

Electrocardiographer, etc.

Duties: Appointees will devote at least 30 hours per week to the work. They will be on special hours where practicable. They must be capable of doing research work in the given field and of carrying on with comparatively little supervision, routine laboratory work of a high order involving considerable responsibility.

Qualifications: Graduation with M.D. degree from an approved medical school, or graduation with an advanced degree such as M.S., or D.Sc. or Ph.D. from an approved university, and in the field in which appointment is sought. In addition one year internship in an approved hospital or one year of laboratory experience in the given field. Pathologists must present evidence of having completed 50 autopsies.

Salary: Minimum \$3500; annual increase \$300 for 5 years; maximum \$5000.

Competitive; unlimited tenure; no maintenance; 30 hour schedule.

## Rank 4. Director of Laboratory.

Duties: Appointees will devote at least 30 hours per week to the work. They will be in responsible charge of a large laboratory in a large hospital.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; at least 5 years experience in the given field at the level of Group V, Rank 3, or the equivalent. Candidates must also give evidence of ability to perform scientific research, in the form of publication of theses, etc.

Salary: Minimum \$5500; annual increase \$250 for 5 years; maximum \$6750; no maintenance.

Competitive; 30 hour schedule; no maintenance; unlimited tenure.

Rank 5. General Director of the Laboratories of the Department of Hospitals.

- Duties: To supervise throughout the city, the laboratories of the Department of Hospitals. Appointees will devote at least 30 hours per week to the work.
- Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; at least 5 years experience at the level of Group V, Rank 4, or the equivalent. Preference will be given to those who have risen from the ranks of the department.

Salary: Minimum \$6000; annual increase \$250 for 5 years; maximum \$7250; no maintenance.

Competitive; 30 hour schedule; unlimited tenure; no maintenance.

#### GROUP VI

#### MEDICAL INVESTIGATION

## Rank 1. Special Medical Investigator.

Duties: Appointees will devote at least half-time to the work.

They will conduct special departmental investigations of a medical nature calling for specialized knowledge.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine; at least five years experience in the given field.

Salary: Minimum \$4500; annual increase \$100 for 5 years; maximum \$5000; no maintenance.

Competitive; unlimited tenure; half-time; no maintenance.

### **GROUP VII**

#### ADMINISTRATIVE

Rank 1. Assistant Medical Superintendent.

Duties:\* To act as assistant to the medical superintendent of a hospital. Appointees will devote full time to the work.

\*The Academy of Medicine believes that the duties of the Assistant Superintendent should be as the title indicates, those of an assistant to a superintendent where the work is of sufficient volume to demand the appointment of an assistant to the superintendent. It is conceivable that in administering the Department, it may be advisable to assign an individual of this rank to actually superintend a small hospital or to be in charge of such a unit under the direction of a superintendent of another hospital. This question should be left open to discussion.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine; at least one year experience as chief of staff in a hospital; or one year administrative experience in a hospital or other medical institution; or the equivalent in training in hospital management.

Salary: Minimum \$3000; annual increase \$300 for 5 years; maximum \$4500; with maintenance.

Competitive; full time; unlimited tenure; with maintenance.

## Rank 2. Medical Superintendent.

Duties: To be in responsible charge of a hospital;

- (a) Hospitals of 400 beds.
- (b) Hospitals of 400 but less than 1000 beds.
- (c) Hospitals of over 1000 beds.

Appointees will devote full time to the work.

Qualifications: Candidates for positions under (a) must be graduates with an M.D. degree from an approved medical school; must have served an internship of one year in an approved hospital; must be licensed to practice medicine in the State of New York, and in addition must have served at least 3 years at the level of Group VII, Rank 1, or the equivalent.

Candidates for positions under (b) and (c) must have in addition to the requirements for (a) at least 3 years experience at the level of Group VII, Rank 2, (a), or the equivalent.

In the special hospitals preference will be given to candidates who have had administrative experience in the special field.

## Salary:

- (a) Minimum \$4500; annual increase \$300 for 5 years; maximum \$6000; with maintenance.
- (b) Minimum \$6000; annual increase \$300 for 5 years; maximum \$7500; with maintenance.
- (c) Minimum \$7500; annual increase \$300 for 5 years; maximum \$9000; with maintenance.

Competitive; full time; unlimited tenure; with maintenance. Rank 3. General Medical Superintendent.

Duties: To direct the work of all the medical superintendents of the Department of Hospitals. Appointee will devote full time to the work.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine; at least ten years experience at the level of Group VII, Rank 2, or the equivalent.

Salary: \$10,000 with maintenance; such increases thereafter as the Board of Estimate may determine.

Competitive; full time; unlimited tenure; with maintenance.

Rank 4. Deputy Commissioner.

Salary: \$12,000 (suggested) full time. Appointive; not a Civil Service position.

Rank 5. Commissioner of Hospitals.

Salary: \$15,000 (suggested); full time. Appointive; not a Civil Service position.

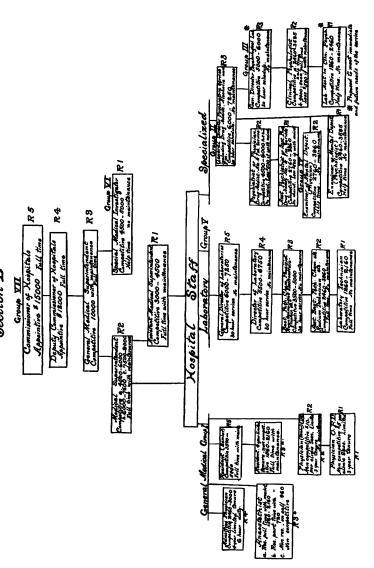
## DEPARTMENT OF HOSPITALS

## SECTION B

G. R.	Title	New Salary	Approx. Old Salary
I 1.	Physician O.P.D.	\$5 per Session	400-700 (2 hrs.—3 X
	-	(3 days per week)	week)
2.	Physician (Sr.)		·
	O.P.D.	\$10 per Session	600-900
3a.	Resident	1560-2160 with M.; F. T.	400-1560 some P. T., some F. T.
3b.	Anaesthetist Res.	1560-2160 with Maint.	1224-1500
b2.	Anaesthetist Res	720 P. T. on call	(full time with, some
b3.	Anaesthetist		with, some without maint.)
	Non-Res.	960 on call; no Maint.	
4.	Admit. Physician	2460-3000 (6 hrs. daily) no M.)	1200-1800 (6 hrs. daily, no Maint.)
5.	Resident Senior	3500-5000 F. T. w. M.	1200-3500 (F. T. w. M.)
II 1.	Asst. Psychiatrist or Asst. Phys. Fm. Drug. Alc. Ser.	2760-3360 F. T. less \$500 if resident	1800 full T. w. Maint.
2.	Psychiatrist or Phys. Fm. Drug, Alc. Services	4500-6000 F. T. less \$500 if resident	5000 full T., no Maint.
3.	Gen. Dir. Psychiatric S.	6000-7250 (30 hr. sched.)	5000 P. T.; no Maint.

2a. Clin. Psychologist 2a. Clin. Psychologist 2b. (Full time) 3. Gen. Dir. Psycholog. Labs.  1V 1. Exam. Mental Defect Psychologist 2. Exam. M. Def. Physician 2	III	1.	Lab. Asst. in Clin. Psych.	1860-2460 (half T. non- Res.)	none at present
Res.) 4000-5000 (F. T.; less \$500 if w. Maint.)  3. Gen. Dir. Psycholog. Labs.  IV 1. Exam. Mental Defect Psychologist 2. Exam. M. Def. Physician  V 1. Lab. Technician 2. Asst. Bact.; Path.; Chem.; Roentg. ect., also Radium Techn. 3. Bact. Chem. Rntgnologist, Physicist, Path. Elect., etc. 4. Direc. Laboratory 5. Gen. Dir. Labs. Dept. Hosp.  VI 1. Spec. Med. Investig.  VI 1. Asst. Med. Supt. 2a. Med. Supt. b. Chem. Roomed. Supt. Cooperation of the following special content of the following beds Cooperation of the following special content of the following beds Cooperation of the following special content of the following		۵.	•	1 ,	none at present
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			•	10000	7500
5. Commissioner   15000					
		5.	Commissioner	15000	

Department of Hospitals Section B



## Section C-Police, Fire and Street Cleaning Departments

#### GROUP I

Rank 1. Medical Officer.

Rank 2. Chief Medical Officer.

#### GROUP I

MEDICAL OFFICERS, DEPARTMENTS OF POLICE, FIRE OR STREET
CLEANING

#### Rank 1. Medical Officer.

Duties: To examine candidates for employment in these departments to determine their physical fitness for the service; to render medical attention to the employees of their respective departments when ill in Police and Fire Departments; to be in attendance at emergencies.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in the State of New York. In addition, four years experience in the practice of medicine beyond the internship and immediately prior to filing application.

Salary: Minimum \$4500; annual increase \$300 for 5 years; maximum \$6000.

Competitive; on call; unlimited tenure.

#### Rank 2. Chief Medical Officer.

Duties: To direct the work of the medical officers of either the Police, Street Cleaning or Fire Department; to examine candidates for employment in their respective departments and to render medical attention to the employees of their departments when ill. Appointees will devote at least 30 hours per week to the work.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in the State of New York. At least 5 years in the practice of medicine beyond the internship and some administrative experience. Preference will be given to candidates who have served in the Department at the level of Group I, Rank 1.

Salary: Minimum \$6500; annual increase \$300 for 5 years; maximum \$8000.

Competitive; 30 hour schedule; unlimited tenure.

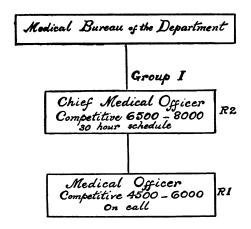
## 704 BULLETIN of the NEW YORK ACADEMY of MEDICINE

# POLICE, FIRE, and STREET CLEANING

## SECTION C

G. R.	Title	New Salary	Approx. Old Salary
I 1.	Med. Officer	4500-6000	3000-4790
I 2.	Chief Med. Officer	6500-8000 (30 hr. sched.)	4500-6800

# Police, Fire and Street Cleaning Departments Section C



#### Section D-Municipal Civil Service Commission

GROUP I. Examining Physicians.

Rank 1. Examining Physician.

Rank 2. Senior Examining Physician.

#### GROUP I

#### EXAMINING PHYSICIANS

#### Rank 1. Examining Physician.

Duties: To examine candidates for positions under the Civil Service to determine their physical fitness for the service in which they seek appointment. Appointees will devote half time to the work.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in New York State; at least three years experience in the practice of medicine, including experience in the conduct of general health examinations.

Salary: Minimum \$3000; annual increase \$300 for 5 years; maximum \$4500.

Competitive; half time; unlimited tenure.

#### Rank 2. Senior Examining Physician.

Duties: To examine and to direct the medical examination of candidates for positions under the Civil Service to determine their physical fitness for the service in which they seek appointment. To serve on the Medical Board of the City Employees Retirement System to determine the extent of disability of applicants for retirement on account of physical disability. Appointee will devote at least half time to the work.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in the State of New York; at least three years experience at the level of Group I, Rank 1, or the equivalent.

Salary: Minimum \$4500; annual increase \$300 for 5 years; maximum \$6000.

Competitive; half time; unlimited tenure.

#### MUNICIPAL CIVIL SERVICE COMMISSION

#### SECTION D

G. R.	Title	New Salary	Approx. Old Salary
			3500 Part Time
2.	Chief Exam. Phys.	4500-6000 (half time)	4000 also per diem and
		J	non-med.

# Municipal Civil Service Commission Section D

#### Group I

Senior Examining Physician

Competitive 4500 - 6000

Kale time

R2

Examining Physician
Competitive 3000-4500

Naly time

RI

#### Section E-Department of Education

#### GROUP I. Examining Physicians.

- Rank 1. (a) Examining Physician.
  - (b) Exam. Physician: Ear, Nose and Throat.
- Rank 2. Senior Examining Physician.

#### GROUP II

Rank 1. Psychiatrist.

#### GROUP III. Psychologist.

- Rank 1. Assistant Psychologist.
- Rank 2. Psychologist.
- Rank 3. General Director of Psychological Laboratories.

#### GROUP IV. Administrative.

- Rank 1. Assistant Director Health Education.
- Rank 2. Assistant Director Medical and Psychiatric Examinations.
- Rank 3. Director Medical and Psychiatric Examinations.
- Rank 4. Director Health Education.

#### Section E-Department of Education

#### GROUP I

#### EXAMINING PHYSICIANS

#### Rank 1. (a) Examining Physician.

Duties: To examine candidates for employment as teachers in the Department of Education to determine their physical fitness for the positions to which they seek appointment. Seasonal employment equivalent to half time.

(b) Examining Physician-Ear, Nose and Throat.

Duties: The examination of ear, nose and throat of candidates for employment as teachers, in the Department of Education, or of children in schools for the deaf.

Seasonal employment: equivalent half time.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship at an approved hospital; license to practice medicine in the State of New York; at least three years experience in the practice of medicine, including

experience in the conduct of general health examinations; or in the case of ear, nose and throat specialists, at least three years experience in the specialty.

Salary: Minimum \$3000; annual increase \$300 for 5 years; Maximum \$4500.

Competitive; half time (equivalent); unlimited tenure.

Rank 2. Senior Examining Physician.

Duties: To examine employees of the Department of Education when ill, to determine the nature of their illness, their capacity to continue with their work, or to return to duty after absence, and the validity of claims for pay during absence due to illness. Service requires approximately half time, irregular hours.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in the State of New York; at least five years practice of medicine including experience in the conduct of general health examinations and such knowledge of Psychiatry as the duties of the position demand.

Salary: Minimum \$3500; annual increase \$300 for 5 years; maximum \$5000.

Competitive: equivalent half time; unlimited tenure.

#### GROUP II

#### PSYCHIATRISTS

#### Rank 1. Psychiatrist.

Duties: The psychiatric examination of problem children in the schools, particularly those who are candidates for admission to the ungraded classes. Full time school hour service is required.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in the State of New York; three years full time experience in the practice of Psychiatry, with at least one year in a hospital or clinic dealing with psychiatric or behavior problems in children, including experience with the feebleminded.

Salary: Minimum \$4500; annual increase \$300 for 5 years; maximum \$6000.

Competitive; full time school hours; unlimited tenure.

#### GROUP III

#### Psychologists

#### Rank 1. Assistant Psychologist.

Duties: To assist under supervision of a Psychologist of higher rank in the psychological examination of problem children in the schools, particularly those who are candidates for admission to the ungraded classes. Full time school hour service.

Qualifications: Candidates must be graduates of an approved college with a B.A. or B.S. degree; with a major or the equivalent in Psychology, including laboratory work in Psychology; and one year's experience in mental testing; or candidates must have a B.A. or B.S. degree and one year of graduate work in Psychology at a recognized university, including courses in mental testing. They must be skillful in the administration of the standardized mental tests in common use in this work. Preference will be given to candidates with an M.A. degree in Psychology.

Salary: Minimum \$2460; annual increase \$200 for 5 years; maximum \$3460.

Competitive; full time school hours; unlimited tenure.

#### Rank 2. Clinical Psychologist.

Duties: To be responsible for the psychological examination of problem children in the schools, particularly those who are candidates for admission to the ungraded classes, and to supervise the work of psychologists of Rank 1. Full time school hour service.

Qualifications: Candidates must be graduates with a B.A. degree from an approved college. In addition, they must have two years of graduate work in Psychology and three years of experience as Psychologist at the level of Rank 1 or the equivalent in a Psychiatric clinic, or in a hospital for the mentally abnormal, including experience with the feebleminded and children presenting behavior problems. They must be expert in the administration of the standardized mental tests in common use in this work. Preference will be given to candidates with the Ph.D. degree in Psychology.

Salary: Minimum \$3500; annual increase \$300 for 5 years; maximum \$5000.

Competitive; full time school hours; unlimited tenure.

Rank 3. General Director Psychological Laboratories.\*

Duties: To direct the work of all the Psychologists in the Department of Education. To direct research in Clinical Psychology. Full time school hour service.

Qualifications: Ph.D. degree in Psychology from a recognized university; at least 5 years experience in clinical psychology at the level of Group III, Rank 2, or the equivalent. Or the M.A. degree in Psychology from an approved university and ten years experience at the level of Group III, Rank 2. Ability to conduct research in Clinical Psychology. Preference will be given to the candidate having the Ph.D. degree in Psychology.

Salary: Minimum \$5000; annual increase \$300 for 5 years; maximum \$6500.

Competitive; full time school hours; unlimited tenure.

#### GROUP IV

#### ADMINISTRATIVE

Rank 1. Assistant Director of Health Education.

Duties: To assist the Director of Health Education in the City schools.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; at least three years medical practice, including the examination of young children and adolescents. Some experience in public health work.

Full time school hour service.

Salary: Minimum \$5000; annual increase \$300 for 5 years; maximum \$6500.

Competitive; full time school hours; unlimited tenure.

\* Position to be created if and when the work develops to the extent that a director of laboratories will be needed to coordinate and develop the activities in this department.

Rank 2. Assistant Director of Medical and Psychiatric Examinations.\*

Duties: To examine and assist in directing the examination of candidates for employment as teachers in the Department of Education and of teachers and other employees of the Department who become ill. Appointee will be expected to devote at least 30 hours per week to the work.

Qualifications: Graduation with M. D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in the State of New York; at least 8 years practice of medicine including experience in the conduct of general health examinations and in addition some administrative experience and such experience in the practice of Psychiatry as the duties of the position demand.

Salary: Minimum \$5500; annual increase \$300 for 5 years; maximum \$7000.

Competitive: 30 hour schedule; unlimited tenure.

Rank 3. Director of Medical and Psychiatric Examinations.

Duties: To examine and direct the examination of candidates for employment as teachers in the Department of Education and of teachers and other employees of the Department who become ill. Appointee will be expected to devote at least 30 hours per week to the work.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in the State of New York; at least 10 years practice of medicine including experience in the conduct of general health examinations and in addition some administrative experience and such experience in the practice of Psychiatry as the duties of the position demand.

Salary: Minimum \$6500; annual increase \$300 for 5 years; maximum \$8000.

Competitive; 30 hour schedule; unlimited tenure.

Rank 4. Director of Health Education.

Duties: To direct the health education of children throughout the schools of the City.

Full time school hour service.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; at least five years medical practice including the examination

<sup>\*</sup> Position to be created when and if required by the department.

of young children and adolescents. Some experience in public health activities and also some administrative experience.

Salary: Minimum \$7000; annual increase \$300 for 5 years; maximum \$8500.

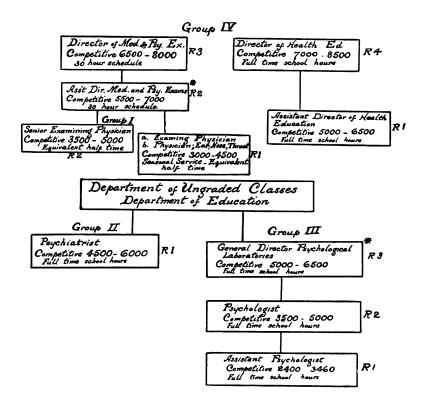
Competitive; full time school hours; unlimited tenure.

#### DEPARTMENT OF EDUCATION

#### SECTION E

G. R.	Title	Ne	w Salary	Approx. Old Salary
	Examining Phys. Ex. Physician— Ear, Nose, Throat		(half time)	4000 2500 (half time)
2.	Senior Ex. Physician	3500-5000	(half time)	4500 (half time)
II 1.	Psychiatrist	4500-6000	(school hrs.)	4000 (full time)
III 1. 2. 3.	Asst. Psychologist Clin. Psychologist Gen. Dir. Psych. Labs.	3500-5000	` '	2140-4600 new
IV 1.	Asst. Dir. H. Educ.	5000-6500	(school hrs.)	4500-6000 (full time)
2.	Asst. Dir. Med. & P. Ex.	5500-7000	(30 hr. sched.)	new (6500 proposed)
3.	Dir. Med. & P. Ex.	6500-8000	(30 hr. sched.)	7500 (part time)
4.	Dir. Health Edu- cation		(school hrs.)	8500 (full time)

## Department of Education Section E



\* Proposed for future development of the service

#### Section F-Chief Medical Examiner's Office

GROUP I. Medical Examiners.

Rank 1. Assistant Medical Examiner.

Rank 2. Medical Examiner.

Rank 3. Deputy Chief Medical Examiner.

GROUP II. Laboratory Staff.

Rank 1. Laboratory Technician.

Rank 2. Assistant Pathological Chemist, Assistant Toxicologist, Assistant Pathologist, Assistant Bacteriologist, etc.

Rank 3. Pathological Chemist, Toxicologist, Pathologist, Bacteriologist, etc.

GROUP III. Administrative.

Rank 1. Chief Medical Examiner.

Section F-Chief Medical Examiner's Office

#### GROUP I

#### MEDICAL EXAMINERS

#### Rank 1. Assistant Medical Examiner.\*

Duties: Appointees will be on call to assist under supervision in the investigation of violent and suspicious deaths and in the performance of autopsies in connection with such investigations. They will work under the supervision of medical examiners Group I, Rank 2.

Qualifications: Graduation with M.D. degree from an approved medical school; license to practice medicine in the State of New York; at least one year's work in a pathological laboratory, hospital, asylum or public morgue. Because of the intensive training an exception to the one year pathological laboratory experience requirement will be made in favor of hospital interns who have undergone the regular six months service in Bellevue or the equivalent. Candidates must have assisted in the performance of at least 50 autopsies, part of which may have been done in the course of training.

<sup>\*</sup> A new grade introduced for purpose of training personnel in this field, not to take the place of Medical Examiners, see Group I, Rank 2, who are at present known as Assistant Medical Examiners.

Salary: Minimum \$3500; annual increase \$200 for 5 years; Maximum \$4500.

Tenure will be limited to not more than four years. Candidates will be appointed for only one year at a time, annual reappointments being subject to satisfactory service.

Competitive; on call; tenure limited to 4 years.

#### Rank 2. Medical Examiner.\*

Duties: Appointees will be on call to make investigations of violent and suspicious deaths and to perform autopsies in connection with such investigations; to testify in court as to findings when necessary; to supervise the work of any employees of Group I, Rank 1, who may be assigned to assist them in the work.

Qualifications: Graduation with M.D. degree from an approved medical school; license to practice medicine in the State of New York; candidates must present evidence of having performed in an official capacity two years work in a pathological laboratory of a recognized school, hospital or asylum or public morgue, and of having performed at least 50 autopsies.

Salary: Minimum \$5000; annual increase \$300 for 5 years; maximum \$6500.

Competitive; permanent tenure; on call.

#### Rank 3. Deputy Chief Medical Examiner.

Duties: To be on call to investigate or to supervise the investigation of violent and suspicious deaths and to perform or supervise the performance of autopsies in connection with such investigations; to testify in court as to findings in these cases when called upon to do so; to be in responsible charge of a division of the work of the Chief Medical Examiner's Office. Also when and if an Institute of Forensic Medicine is established in this City, to act in a teaching capacity in this Institute.

Qualifications: Graduation with M.D. degree from an approved medical school; license to practice medicine in the State of

\*These will take the place of the present assistant medical examiners and will constitute, as at present, the bulk of the permanent staff. Old title "assistant medical examiner" used for Group I, Rank 1, the new rank introduced for the purpose of training personnel in this field.

New York; at least five years experience as Medical Examiner, Group I, Rank 2, or the equivalent.

Salary: Minimum \$7500; annual increase \$500 for 3 years; maximum \$10,000.

Competitive; unlimited tenure; on call.

#### GROUP II

#### LABORATORY STAFF

Rank 1. Laboratory Technician or helper.

Duties: Appointees will devote full time to the work. They will act as helpers in the routine work of the laboratory.

Qualifications: High school graduation or the equivalent with science courses which have included laboratory work.

Salary: Minimum \$1260; annual increase \$180 for 5 years; maximum \$2160.

Competitive; unlimited tenure; full time.

Rank 2.\* Assistant Bacteriologist.

Assistant Pathologist.

Assistant Chemist.

Assistant Toxicologist, etc.

Duties: Appointees will be required to devote full time to the work; they must be capable of working with comparatively little supervision in the performance of routine laboratory work of a comparatively high order and involving considerable responsibility.

Qualifications: Graduation from an approved college with a B.A., B.S., or equivalent degree and one year's experience in a recognized laboratory or one year graduate work in the special field in which the candidate seeks appointment. Or graduation from high school and five years experience in a recognized laboratory.

Salary: Minimum \$2460; annual increase \$300 for 5 years; maximum \$3960.

Competitive; unlimited tenure; full time.

\* At present only bacteriologist at salary of \$1080 among personnel, but all of above, adequately paid, are needed in the department.

Rank 3.\* Pathological Chemist.

Toxicologist.

Bacteriologist.

Pathologist, etc.

Duties: To make chemical, toxicological or bacteriological examinations in cases of violent and suspicious deaths investigated by the Chief Medical Examiner's Office; to testify in court concerning the laboratory findings in these cases when called upon to do so. Appointees will devote at least 30 hours per week to the work.

Qualifications: Graduation with M.D. degree from an approved medical school, or the Ph.D., M.S., or D.Sc. or other appropriate graduate degree from a recognized university and in the field in which the candidate seeks appointment; at least one year experience in a laboratory of recognized standing in the capacity of Pathological Chemist, Toxicologist, Bacteriologist or Pathologist. Pathologists must have completed 50 autopsies.

Salary: Minimum \$4000; annual increase \$200 for 5 years; maximum \$5000.

Competitive; at least 30 hours per week; unlimited tenure.

#### GROUP III

#### ADMINISTRATIVE

#### Rank 1. Chief Medical Examiner.

Duties: To direct the work of the Chief Medical Examiner's Office and if an Institute of Forensic Medicine is established in this City, to act as Director thereof.

Qualifications: Graduation with M.D. degree from an approved medical school; license to practice medicine in the State of New York; at least five years experience in the capacity of Deputy Chief Medical Examiner or ten years experience as Medical Examiner, Group I, Rank 2, or the equivalent. Preference will be given to those who have acted in the capacity of Deputy Chief Medical Examiner.

Salary: Minimum \$10,000; annual increase \$1000 for 5 years; maximum \$15,000.

Competitive; special hours; unlimited tenure.

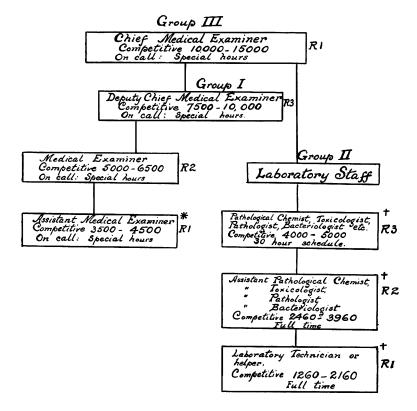
\* At present, none of this grade included in the personnel of the department, but all needed.

#### OFFICE of the CHIEF MEDICAL EXAMINER

#### SECTION F

G. R	. Title	New Salary	Approx. Old Salary
I	l. Asst. Med. Ex.	3500-4500 (on call)	New
9	2. Med. Examiner	5000-6500 (on call)	4100
5	B. Deputy Chief		
	Med. Exam.	7500-10000 (on call)	4500
II 1	. Lab. Technician	1260-2160 (full time)	1020-1200 (hosp. helper)
9	2. Asst. Bact.; Asst.	,	new
	Path.; Asst.		
	Chem.; Asst.		
	Toxicol., etc.	2460-3960 (full time)	
5	B. Bact.; Path.;		
	Chem.; Toxic., etc.	4000-5000 30 hr. serv.)	new
III 1	. Chief Med. Exam.	10000-15000	7500

# Office of the Chief Medical Examiner Section F



\* Proposed for future development of the service

<sup>+</sup> Proposed to meet immediate needs of the service

Section G-Psychiatric Clinics; Children's Court\* and Other Courts

GROUP I. Psychiatrists.

Rank 1. Assistant Psychiatrist.

Rank 2. Psychiatrist.

GROUP II. Psychologists.

Rank 1. Laboratory Assistant in Clinical Psychology.

Rank 2. Clinical Psychologist.

Rank 3. General Director Psychological Laboratories.

GROUP III. Administrative.

Rank 1. Director Psychiatric Clinic.

Rank 2. General Director Psychiatric Clinics.

Section G—Psychiatric Clinics Connected with Children's Court and Proposed for other Courts

#### GROUP I

#### PSYCHIATRISTS

#### Rank 1.† Assistant Psychiatrist.

Duties: To assist in the examination of youthful offenders against the law for the purpose of diagnosing the causes of youthful abnormal behavior and formulating the therapy for the elimination of this behavior as well as the diagnosis and treatment of mental defectives and psychopaths. Appointees will devote half time to the work.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in the State of New York and at least one year experience in a clinic, hospital or other institution for the examination and treatment of patients suffering

\* At present the Children's Court alone has a clinic and this classification applies principally to that clinic. Should others be established in connection with other courts, the same principles of classification may be applied to them with such minor changes as to requirements, etc., as the particular situation may demand.

† A rank introduced for purpose of training personnel in this field, if feasible. None at present.

from mental disease, including experience with problem children and the feebleminded. Appointees will devote half time to the work.

Salary: Minimum \$2460; annual increase \$200 for 3 years; maximum \$3060.

Tenure will be limited to not more than 4 years. Candidates will be appointed for only one year at a time, annual reappointments being subject to satisfactory service.

Competitive; limited tenure; half time.

#### Rank 2.\* Psychiatrist.

Duties: To diagnose the causes of youthful abnormal behavior; formulate the therapy for the elimination of this behavior and give advice as to how it is to be carried into effect; the diagnosis and treatment of mental defectives and psychopaths. Sign commitment papers in connection with the commitment of children through the courts to the institutions for the feebleminded. Appointees will devote half time to the work.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in the State of New York. Not less than 3 years of full time practice in Psychiatry, including institutional work with children and adults, and not less than six months of psychiatric work in extramural clinics with children presenting problems in behavior and social adjustment. This experience must be of a nature to qualify them for the duties of the position. License must be shown at the time of filing application; must qualify as Examiners of Mental Defect in accordance with the Mental Hygiene Law, Sec. 19, Article 2.

Salary: Minimum \$3500; annual increase \$300 for 5 years; Maximum \$5000.

Competitive; half time; unlimited tenure.

<sup>\*</sup> As at present these permanent employees will constitute the framework of the system. At least one of this grade needed in every clinic. The senior may act as director of the clinic.

#### GROUP II

#### Psychologists

Rank 1.\* Laboratory Assistant in Clinical Psychology.

Duties: To assist under supervision in the Psychological examination of children or adults referred by the Courts for examination in the Psychiatric Clinic. Appointees will devote half time to the work.

Qualifications: Graduation with B.A., B.S., or equivalent degree from an approved college, with a major or the equivalent in Psychology including laboratory work in Psychology and in addition one year experience in mental testing; or the B.A. or B.S. degree and one year of graduate work in Psychology at a recognized university, including courses in mental testing. Candidates must be skillful in the administration of the standardized mental tests in common use in this work. Preference will be given to candidates with an M.A. degree in Psychology.

Salary: Minimum \$1860; annual increase \$200 for 3 years; maximum \$2460. Tenure will be limited to 4 years. Candidates will be appointed for only one year at a time, annual reappointments being subject to satisfactory service.

Competitive; half time; tenure limited to 4 years.

#### Rank 2.† Clinical Psychologist.

Duties: To be responsible for the Psychological examination of children or adults referred by the Courts for examination in the Psychiatric Clinic. To sign commitment papers for cases to be committed from the Courts to institutions for the feebleminded. As a rule, half time service is required.

Qualification: Graduation with a B.A. or B.S. degree from an accredited college and two years graduate work in Psychology at an accredited university, including work in clinical psychology;

\* New rank for purpose of training personnel in this field. Should not be employed unless supervised by Psychologist of Group II Rank 2 grade.

† These will as at present constitute the framework of the permanent staff. There should be at least one such appointee in each psychological laboratory to supervise the work of Psychologists of Rank 1, and to be responsible for signing commitments, etc. The senior, if there are more than one of Rank 2, may act as director of the laboratory.

in addition three years experience as Psychologist at the level of rank 1 or the equivalent in a psychiatric clinic or hospital for the insane, feebleminded or otherwise mentally abnormal, including experience with children presenting behavior problems. Registration as Examiner of Mental Defect; must be expert in the administration of the standardized mental tests in common use in this work. Preference will be given to candidates with the Ph.D. degree in Psychology.

Salary: Half time: minimum \$2460; annual increase \$225 for 5 years; maximum \$3585.

Full time: minimum \$4000; annual increase \$200 for 5 years; maximum \$5000.

Competitive; half time or full time; unlimited tenure.

Rank 3.\* General Director Psychological Laboratories.

Duties: To direct and develop the work of all the Psychological laboratories in the department. To conduct research in Clinical Psychology. Appointees will be expected to devote at least 30 hours per week to the work.

Qualifications: Ph.D. degree in Psychology from an accredited university; certified as Examiner of Mental Defect; at least 5 years experience in Clinical Psychology at the level of Group III, Rank 2, or the equivalent. Or, the M.A. degree in Psychology and ten years experience at the level of Group III, Rank 2, or the equivalent.

Salary: Minimum \$5000; annual increase \$200 for 5 years; maximum \$6000.

Competitive; unlimited tenure; 30 hour schedule.

#### **GROUP III**

#### ADMINISTRATIVE

Rank 1.† Director of Court Psychiatric Clinic.

Duties: To direct the work of a Psychiatric Clinic connected with a court. Appointees will devote at least half time to the work. Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital;

\*Position to be created when work is developed to such an extent that a general director will be needed to coordinate it.

† None at present. A position to be created when development of the work warrants it and the position can be legally established. Meanwhile the Senior of the Psychiatrists, Group I, Rank 2, may act in this capacity at the maximum salary for that grade.

license to practice medicine in the State of New York; at least five years experience in the practice of Psychiatry, including institutional work with children and adults, and not less than six months of practical work in extramural clinics with children presenting problems in behavior and social adjustment, and some administrative experience. Preference will be given to candidates who have served at the level of Group I, Rank 2, or the equivalent, who have acted as director of clinic under the title of Psychiatrist, by virtue of the position of senior of that group.

Salary: Minimum \$5000; annual increase \$200 for 5 years; maximum \$6000.

Competitive; half time; unlimited tenure.

Rank 2.\* General Director of Court Psychiatric Clinics.

Duties: To be general supervisor of all the psychiatric work connected with the various courts in the City. Appointees will devote at least 30 hours per week to the work.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in the State of New York; at least ten years experience in the practice of Psychiatry. Preference will be given to those who have risen from the ranks of the Department.

Salary: Minimum \$6000; annual increase \$250 for 5 years; maximum \$7250.

Competitive; 30 hour service; unlimited tenure.

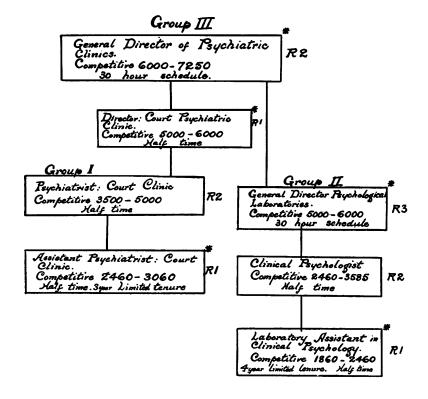
#### COURT CLINICS

#### SECTION G

G. R.	Title	New Salary	Approx. Old Salary
I 1.	Asst. Psychiatrist	2460-3060 (half time)	New
2.	Psychiatrist	3500-5000 (half time)	4000 (half time)
II 1.	Lab. Asst. Clin.		
	Psychol.	1860-2460 (half time)	New
2.	Clin. Psychologist	2460-3585 (half time)	1800 (half time)
3.	Gen. Dir. Psych.		
	logical Labs.	5000-6000 (30 hr. serv.)	New
III 1.	Dir. of Clinic	Sr. Psychiatrist (H. T.)	5000 (formerly; now void)
		or Director 5000-6000	
2.	Gen. Dir. Psy-		
	chiatric Clinics	6000-7250 (30 hr. serv.)	New

<sup>\*</sup> None at present. A position to be created when the development of the work warrants it and the position can be legally established.

# Court Clinics Section G



<sup>\*</sup> Proposed for the future development of the service.

#### Section H-Department of Corrections

GROUP I. Medical Staff.

Rank 1. Resident Physician.

Rank 2. Resident Physician (senior)

GROUP II. Psychiatrists.

Rank 1. Assistant Psychiatrist.

Rank 2. Psychiatrist.

GROUP III. Psychologists.

Rank 1. Laboratory Assistant in Clinical Psychology.

Rank 2. Clinical Psychologist.

Rank 3. General Director of Psychological Laboratories.

GROUP IV. Administrative.

Rank 1. General Director of Medical Service of the Department of Corrections.

#### GROUP I

#### MEDICAL STAFF

#### Rank 1. Resident Physician.

Duties: To assist in the examination and treatment of prisoners in the larger prisons and correctional institutions or to be responsible for the examination and treatment of prisoners in smaller ones.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in the State of New York.

Salary: Minimum \$1560; annual increase \$200 for 3 years; maximum \$2160. Resident, with maintenance. Tenure will be limited to not more than 4 years. Candidates will be appointed for only one year at a time, annual reappointments being subject to satisfactory service.

Non-competitive; tenure limited to 4 years.

Resident; full time; with maintenance.

Rank 2. Resident Physician (senior).

Duties: To be responsible for the examination and treatment of prisoners in the larger prisons and correctional institutions; to supervise the work and training of residents of Group I, Rank 1

who may be assigned to assist in the work. Appointees will devote full time to the work.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in the State of New York; at least three years in Group I, Rank 1, or the equivalent.

Salary: Minimum \$3500; annual increase \$300 for 5 years; maximum \$5000; with maintenance.

Competitive; full time; with maintenance; unlimited tenure.

#### Rank 1.\* Assistant Psychiatrist.

Duties: Appointees will devote half time to the work; they will assist in the study, diagnosis, classification and treatment of patients among the prisoners in correctional institutions.

Qualifications: Graduation with M.D. degree from an approved medical school; license to practice medicine in the State of New York; one year internship in an approved hospital; at least one year experience in a clinic, hospital or other institution for the examination and treatment of patients suffering from mental disease, including experience with the feebleminded.

Salary: Minimum \$2460; annual increase \$200 for 3 years; maximum \$3060. Tenure will be limited to not more than four years. Candidates will be appointed for only one year at a time, annual reappointments being subject to satisfactory service.

Competitive; tenure limited to four years; half time.

#### Rank 2.† Psychiatrist.

Duties: Appointees will devote half time to the work. They will study, diagnose, classify and treat patients among the prisoners in correctional institutions.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in the State of New York; at least

\* None at present, but needed. This rank introduced for the purpose of training personnel.

† None at present, but needed. This group to constitute framework of permanent staff.

three years full time experience in psychiatric practice including institutional work with children and adults, and not less than six months of psychiatric work in clinics dealing with children and adults presenting problems in behavior and social adjustment. Part of this experience may be gained at the level of Group II, Rank 1. Must be eligible for registration as Examiner of Mental Defect in accordance with the Mental Hygiene Law, Section 19, Article 2.

Salary: Minimum \$3500; annual increase \$300 for 5 years; maximum \$5000.

Competitive; half time; unlimited tenure.

#### GROUP III

#### Psychologists †

Rank 1.\* Laboratory Assistant in Clinical Psychology.

Duties: To assist under supervision in the Psychological Examination of inmates of correctional institutions. Appointees will devote half time to the work.

Qualifications: Graduation with a B.A. or B.S. degree from an approved college, with a major or the equivalent in Psychology including laboratory work in Psychology and in addition one year experience in mental testing; or the B.A. or B.S. degree and one year of graduate work in Psychology at a recognized university, including courses in mental testing. Candidates must be skillful in the administration of the standardized mental tests in common use in this work. Preference will be given to candidates with an M.A. degree in Psychology.

Salary: Minimum \$1860; annual increase \$200 for 3 years; maximum \$2460. Tenure will be limited to not more than four years. Appointments will be made for only one year at a time, annual reappointments being subject to satisfactory service.

Competitive: half time; tenure limited to 4 years, annual reappointments being subject to satisfactory service.

<sup>†</sup> None at present but needed.

<sup>\*</sup> Position to be created for the purpose of training personnel in this work. Should not be employed unless supervised by Psychologist of Group III Rank 2 grade.

Rank 2.\* Clinical Psychologist.

Duties: To be responsible for the Psychological examination of inmates of correctional institutions. As a rule half time service will be required.

Qualifications: B.A. or B.S. degree from an accredited college and in addition two years graduate work in Psychology at an accredited university, including work in Clinical Psychology and in addition three years experience as Psychologist at the level of Rank 1 or the equivalent in a psychiatric clinic or hospital for the insane, feebleminded or otherwise mentally abnormal, including experience with children and adults presenting problems of behavior and social adjustment. Registration as Examiner of Mental Defect. Must be expert in the administration of the standardized mental tests in common use in this work. Preference will be given to candidates with the Ph.D. degree in Psychology.

Salary: Half time; minimum \$2460; annual increase \$225 for 5 years; maximum \$3585. Full time; minimum \$4000; annual increase \$200 for 5 years; maximum \$5000; less \$500 if resident.

Half time or full time; competitive; with or without maintenance; unlimited tenure.

Rank 3.† General Director of Psychological Laboratories.

Duties: To direct and develop the work of all the Psychological Laboratories in the department; to conduct research in Clinical Psychology. Appointees will be expected to devote at least 30 hours per week to the work.

Qualifications: Ph.D. degree in Psychology from an accredited university; certified as Examiner of Mental Defect; at least five years experience in Clinical Psychology at the level of Group III, Rank 2, or the equivalent. Or the M.A. degree in Psychology and ten years experience at the level of Group III, Rank 2, or the equivalent.

\*These will as at present in other departments constitute the framework of the permanent staff. There should be at least one such appointee in each Psychological Laboratory to supervise the work of Psychologists of Rank 1 and to be responsible for signing commitments, etc., the senior, if there are more than one of Rank 2, may act as director of the laboratory.

† Rank to be created when the work of the department has developed to such an extent that a director will be needed to coordinate or further develop the work.

Salary: Minimum \$5000; annual increase \$200 for 5 years; maximum \$6000; non-resident; no maintenance. Competitive; unlimited tenure; 30 hour schedule.

#### GROUP IV

#### ADMINISTRATIVE

Rank 1. General Director of Medical Service, Department of Corrections.

Duties: To direct the work of all the medical staff connected with the Department of Corrections. Appointee will devote at least 30 hours per week to the work.

Qualifications: Graduation with M.D. degree from an approved medical school; license to practice medicine in the State of New York; at least ten years experience in the practice of medicine and such experience of Psychiatry, as the duties of the position demand, as well as some administrative experience.

Salary: Minimum \$5000; annual increase \$200 for 5 years; maximum \$6000; with maintenance.

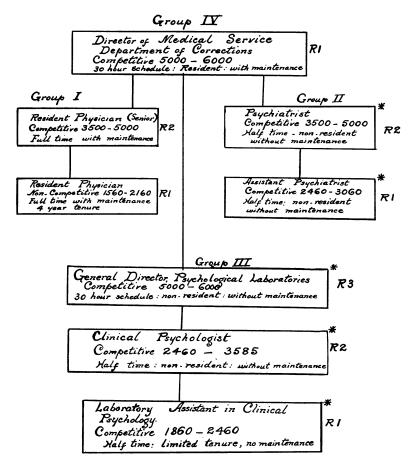
Competitive; 30 hour schedule; unlimited tenure.

#### DEPARTMENT OF CORRECTIONS

#### SECTION H

G. R.	Title	New Salary	Approx. Old Salary
I 1.	Physician Res.	1560-2160 (full time)	720-2700 (some classed as hospital helpers)
2.	Phys. Res. (Sen.)	3500-5000	
II 1.	Asst. Psychiatrist	2460-3060 (half time; non-res.	New
2.	Psychiatrist	3500-5000 (half time; non-res.	New
III 1.	Lab. Asst. Clin. Psychol.	1860-2460 (half time; non-res.	New
2.	Clin. Psychologist	2460-3585 (half time; non-res. 4000-5000 F. T.)	New
3.	Dir. Psychol. Labs.	5000-6000 (30 hr. sched.)	New
IV 1.	Dir. Med. Service	5000-6000 (res. w. M.; 30 hr. Service)	2700

# Department of Correction Section H



\* Proposed for future development of the service

#### Section I-Department of Public Welfare

GROUP I. Bureau of Investigations.

Rank 1. Medical Investigator.

GROUP II. Municipal Lodging House Physicians.

Rank 1. Assistant Examining Physician.

Rank 2. Examining Physician.

#### GROUP I

#### BUREAU OF INVESTIGATIONS

Rank 1. Medical Investigator.

Duties: Appointees will devote at least half time to the work. They will be responsible for the examination of patients who are maintained by the City in private hospitals and other institutions, to determine whether these individuals are proper public charges.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in the State of New York.

Salary: Minimum \$2760; annual increase \$240 for 5 years; maximum \$3960.

Competitive; half time; unlimited tenure.

#### GROUP II

#### MUNICIPAL LODGING HOUSE PHYSICIANS

Rank 1. Assistant Examining Physician.

Duties: Appointees will be employed to help out at times when the work is unduly heavy and to substitute for the regular physician during vacations and such other absences as may be necessary, in the Municipal Lodging House, to examine applicants for admission to the institution and such inmates as may require medical aid during their residence there.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in the State of New York.

Salary: Services will be remunerated at the rate of \$5 per diem; six hour duty.

Non-competitive; unlimited tenure; six hour duty.

#### Rank 2. Examining Physicians.\*

Duties: Appointees will devote at least six hours daily to the work. They will be responsible for the examination of applicants for admission to the Municipal Lodging House and such inmates as may require medical aid during their residence.

Qualifications: Graduation with M.D. degree from an approved medical school; one year internship in an approved hospital; license to practice medicine in the State of New York.

Salary: Minimum \$2460; annual increase \$180 for 3 years; maximum \$3000; without maintenance.

Competitive; unlimited tenure; six hour duty; non-resident; no maintenance.

<sup>\*</sup> Present incumbents classified as "hospital helpers" or under any other non-medical title must, according to the Civil Service rules, submit to examination to be included in this classification; otherwise they must continue to serve under the conditions attached to the title by which they are now designated. Physicians thus employed should be urged to avail themselves of this opportunity to have themselves properly classified and in the future Physicians should not accept appointment under any except the proper designation as to group and rank.

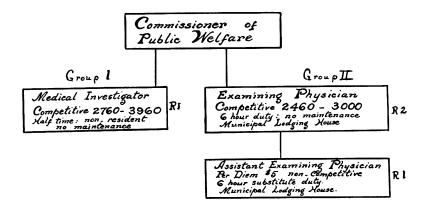
#### 734 BULLETIN of the NEW YORK ACADEMY of MEDICINE

#### DEPARTMENT OF PUBLIC WELFARE

#### SECTION I

G. R.	Title	New Salary	Approx. Old Salary
			1320-2520
II 1.	Asst. Exam. Phys.	\$5 per diem (6 hr. duty)	\$5 per diem
			_
2.	Exam. Phys.	2460-3000 (6 hr. duty)	\$920 (classed as Hospital
	•		Helper)

# Department of Public Welfare Section I



#### Section J-Law Department, Comptroller's Office

GROUP I. Medical Consultant Service.

Rank 1. Medical Expert.

#### GROUP I

#### MEDICAL CONSULTANTS

Rank 1. Medical Expert.

Duties: To act, when required, as medical consultant to the Corporation Counsel mainly in connection with claims and actions against the City for damages for personal injuries. The duties include the physical examination of claimants, the preparation of medical reports in accident cases, testimony as an expert for the City in the trial of the actions, and consultations with the Assistant Corporation Counsel in charge of the actions.

Qualifications: Graduation with M.D. degree from an approved medical school; at least ten years general practice of medicine or five years general practice of medicine and five years of hospital operating work. Candidates must have had extended experience of a nature tending to qualify them for the duties of the position. Special consideration will be given to experience in court proceedings of the character above outlined. Salary:\* Tentative \$8500.

<sup>\*</sup> The present rate; subject requires further study.

#### LAW DEPARTMENT

#### SECTION J

G. R. Title New Salary Approx. Old Salary
I 1. Med. Consultant 8500 (or call) 6000-8500 (on call)

### Medical Consultant Law Dept and Comptroller's Office Section J

#### Group 1

Medical Expert, as required by needs of Department
Competitive: 8500 (tentative)

RI

#### COMPARATIVE DATA

#### FEDERAL SERVICE

#### U. S. PUBLIC HEALTH SERVICE

#### Medical Officers

Medical Officers	
Junior (Interne) M.D	\$2360_2960
Assistant M.D	
Associate M.D.	3500_4100
Medical Officer	4400_5600
Senior M.O	6000_6800
Chief M.O	7000_8500
Laboratory Staff	
Technicians	
Junior Medical Technician	\$1820_2180
Assistant Medical Technician	2000-2360
Medical Technician	2180_2540
Senior Medical Technician	
Neuro-pathologist	
STATE SERVICE	
DEPARTMENT OF HEALTH	
Commissioner	10000
Deputy Commissioner	7000
Secretary	6000
Executive Officer	5000
Directors of Divisions	4500 <u></u> 5500
Associate Director of Divisions	4250 <u>4500</u>
	4250_4500 2200_3500
Assistant Director of Divisions	
Orthopedic Surgeon	5000
Epidemiologist	4000
Obstetrician	4000
Pediatrician	3250_3750
Diagnostician and Lecturer	3000_4000
Supervisors of Tb. Hosp.	4000
Assistant Sanitarians	3000-4000
District State Health Officer	5000
LABORATORY	
Director	
Bacteriologist	
Chemist	2400_5000
Pathologist	2450
Serologist	
Assistant Bacteriologist	
Assistant Chemist	1980_3000
Assistant Serologist	
Lab. Assistant	1380-2000
Lab. Technician	1080_1980

Lab. Apprentice ...... 1020-1320

#### PRIVATE HOSPITALS

Data from studies made by Hospital Information Bureau

Superintendent (average)

\$2. per bed per superintendent per month.

Average yearly salary at this rate: \$7440—with maintenance (Hospital Information Bureau study of ten hospitals)

Residents: \$300-1800 (9 hospitals—48 residents)

X-Ray Technicians: \$720-2400—some 1 or 2 meals—some full maintenance (17 hospitals)

Nurse Anaesthetists: \$720-1980 (full maintenance) (13 hospitals)—\$2280—(3 meals; live out)

Lab. Technicians: \$720-2280

(6 hospitals)

Roentgenologist: \$7500-12000 (4 hospitals)

(full time)-40 per cent to 50 per cent of receipts (2 hospitals)

(part time)-\$1200-9000 year

(5 hosp.) some with percentage of receipts

(7 hosp.)-20 per cent to 70 per cent of receipts

Pathologists: \$1200-10,000 (full time)

(9 hospitals)

#### **ENGINEERS**

#### (As RECENTLY REVISED)

(As R	ECENTLY REVISED)
R. Title	Salary
Civil	
I. Engineering Assistant	2160–2880
2. Surveyor	2120_4080
	4260_5460
	gineer6000 Bd. of E. to deter-
,	mine increases
4. Deputy Chief Engineer.	Fixed by Bd. of E.
Chief Engineer	
Architectural	
1. Junior Arch. Draftsman	2160_2880
2. rch. Draftsman	3120_4080
3. Arch. Designer	4260_5460
4. Architect	Fixed by Bd. of E.
Structural	
1. Engineering Asst	2160_2880
2. Structural Draftsman	3120_4080
Plan Examiner	
Engineering Insp. (Stru	et.)"
	Civil Civil Engineering Assistant Curveyor Curve

3. Structural Engineer	
Senior Struct. Engineer6000 Bd. of	
mine increa 4. Deputy Chief Struct. EngFixed by Bd.	
Chief Struct. Eng " " "	
ETC. all rates above \$6000 fixed by Dd. of E	
Borough Engineer8000	
LAWYERS	
Corporation Counsel	\$15000
First Asst. Corp. Counsel	12000
Asst. Corp. Counsel:	
31 @	
24 @	
16 @	
2 @	
Deputy Asst. Corp. Counsel	
Junior Asst. Corp. Counsel	
Law Clerk Examiner	
Examinet	1300-2130
## A ### PP O PP A	
TEACHING PROFESSION	
	\$25000
SUPT. OF SCHOOLS	
	12500
SUPT. OF SCHOOLS	12500
SUPT. OF SCHOOLS\$ Associate Supt	12500 11000
SUPT. OF SCHOOLS	12500 11000 10000
SUPT. OF SCHOOLS	12500 11000 10000 10000
SUPT. OF SCHOOLS	12500 11000 10000 10000 8500
SUPT. OF SCHOOLS	12500 11000 10000 10000 8500 5500_10000 2148_4656 1608_4850
SUPT. OF SCHOOLS	12500 11000 10000 10000 8500 5500_10000 2148_4656 1608_4850 1400_2730
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SUPT. OF SCHOOLS	12500 11000 10000 10000 8500 5500-10000 2148-4656 1608-4350 1400-2730 1500-2700
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